

# Aging Division

## Wyoming Department of Health

### Information and Education Bulletin

**Subject: AGNES and Release form for Title III B, C-1, C-2, D, E, and CBIHS – 03-21-2008**

**03/21/2008**

As of April 1, 2008, there will be new evaluation forms for the Aging Division grant programs. There are separate specific Agnes (Aging Evaluation) forms for title III-B & III-D (Supportive Services and Health Promotion and Disease Prevention), and III-C1 (Congregate Meals). The evaluation currently being used for CBIHS (Community-Based In-Home Services) and Title III-E (Family Caregiver) will now also be used for title III-C2 (Home-Delivered Meals). The forms are available in SAMS in the Reports/Assessment section of the program.

Currently, you **MUST** use the form in SAMS (or the PDF version on the Aging Division's website-when available. Currently being updated) for CBIHS, and title III-E. For title III-C1, III-C2, III-B and III-D, it is preferred that you use the form in SAMS, but you may create or use a different format as long as the document contains the required Sam's information as listed on the Agnes form (including the "Aging Needs Evaluation Summary Release Form"). The information **MUST** be entered into SAMS regardless of the form or format used to obtain the information.

The evaluation form names are:

- Aging evaluation IIIC-1
- Aging evaluation I HS-IIIE-HDM
- Aging evaluation IIIB-IIID

These are the **ONLY** evaluation forms you should use to enter "assessment" information into the SAMS program. All others are no longer valid evaluation forms.

There is a separate Evaluation release form for those not printing out the website version. This form is required to be signed by all who are receiving Aging Division grant services. This form will need to be printed out, signed and kept as required. This form is located in the citrix environment in the "SAMS tools" folder.

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